



2016 Louisiana Environmental Education Symposium
EXHIBITOR INFORMATION
Information Requested by: January 8, 2016



On February 19-20, 2016 the Louisiana Environmental Education Commission and the Louisiana Environmental Education Association will host the **19th Annual Louisiana Environmental Education Symposium** at the Baton Rouge Marriott, 5500 Hilton Ave., Baton Rouge. Our target audience will include classroom teachers, pre-service teachers, business and industry representatives, non-profit organizations, state and local officials, and non-formal educators. The theme for this upcoming conference will be ***"Exploring the Natural World."***

Our exhibit area will feature environmental education resources for educators, such as curriculum guides, lesson plans, CD ROMs, videos, field trip information, and other opportunities that can enrich the classroom experience. If your organization offers these types of resources for educators, this symposium would provide an excellent opportunity to display and distribute these materials to the individuals who can best utilize them.

REGISTRATION: Exhibitor registration includes symposium registration for **one person**, Friday evening social mixer, Saturday continental breakfast, and Saturday lunch. Exhibit space will consist of **one 8 foot draped table**, two chairs, and Internet access. Additional booth space, tables, electricity, and registrations are available *at an extra charge*. Please see your registration form for pricing information. In order to insure a table and recognition in the program, the **deadline for booth registration is January 8, 2016**. Register online at <http://www.wlf.louisiana.gov/webform/2016-louisiana-environmental-education-symposium>.

SET-UP: Exhibitor set-up will take place on Friday, February 19, 2016, between 3-5:30 p.m. There will be an informal social to showcase the exhibits on Friday evening from 6 p.m. until 8 p.m. The exhibits will be open during this reception and from 7:30 a.m. until 2:00 p.m. on Saturday, February 20, 2016. Exhibitors are asked not to dismantle booths before 2:00 p.m. on Saturday.

DOOR PRIZES/DONATIONS: If you would like to include a door prize to be given away during the Environmental Education Symposium, please check the appropriate box on your registration form. *Our participants enjoy the door prizes!* Your organization may instead want to make a donation to help defray the cost for attending educators. All donations of \$100.00 or more, received by January 8, 2016 will be noted in the symposium program.

MISCELLANEOUS: Non-profit organizations will be allowed to sell items such as T-shirts, posters, etc., but must clear such items with Angela Capello (acapello@wlf.la.gov) prior to the conference.

HOTEL: Hotel accommodations can be made with the **Baton Rouge Marriott** at **1-800-228-9290** at the conference room rate for a single or double room.

SYMPOSIUM SCHEDULE:

Friday, February 19, 2016	3:00 p.m. – 5:30 p.m.	Exhibitor Set-up
	6:00p.m. – 8:00 p.m.	Exhibitor Showcase / Social Mixer
Saturday, February 20, 2016	7:00 a.m. – 8:00 a.m.	Registration / Continental Breakfast
	7:30 a.m. – 2:00 p.m.	EXHIBIT HALL OPEN
	8:00 a.m. – 12:30 p.m.	Concurrent Sessions
	12:30 p.m. – 1:30 p.m.	Lunch and LEEA Meeting
	1:30 p.m. – 2:30 p.m.	Concurrent Sessions
	2:30 p.m.	Grand Door Prize

You, the exhibitors, are a valuable part of the Environmental Education Symposium and participants appreciate the information you provide. We look forward to your participation in this 2016 Louisiana Environmental Education Symposium! Please do not hesitate to contact us if you have any questions.

Angela Capello

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